



City of Helotes
Development Services
Department
P.O. Box 507
12951 Bandera Road
Helotes, TX 78023
Phone (210) 695.8877
Fax (210) 695.2123

Application Date: _____

**INDEPENDENCE DAY CELEBRATION
VENDOR APPLICATION**
Chapter 46, Food Establishments

Name of Applicant: _____

Name of Business (if applicable): _____

For Profit: _____

Non-Profit: _____

*If Non-Profit then please attach proof to application.

Type of Food to be Sold: _____

Price Range of Products: _____

Does Applicant have a current Temporary Food License? Yes _____ No _____

*If answer is (No) then please fill out and submit the attached Temporary Food Permit Application.

Does Applicant Require Electricity? Yes _____ No _____

Any Other Requirements / Notes : _____

I hereby certify that i have read and examined this application and know the same to be true and correct. I acknowledge that the form above is only an application. Receipt of the application and payment should not be interpreted as a receipt of a permit or permit number.

Applicant's Signature _____

Date _____



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**TEMPORARY FOOD
ESTABLISHMENT PERMIT APPLICATION**
Chapter 46, *Food Establishments*

EVENT: _____ DATE: _____

NAME OF FOOD BOOTH: _____

ORGANIZATION/CONTACT PERSON: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE #: _____ CELL PHONE #: _____ FAX #: _____

E-MAIL: _____

LIST TYPES OF FOOD TO BE SOLD:

I certify, as the person responsible for this food establishment, that I am responsible for the safe handling and preparation of foods sold to the public during the event and will adhere to the REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS.

PRINT NAME / ORGANIZATION: _____

LOCATION WHERE FOOD PREPARED: _____

(Foods prepared in a private home are not permitted.)

Signature: _____ Date: _____

NOTES: The Helotes Festival Association grounds' water system is not an approved public water system and cannot be used for drinking or preparing any foods. For the City's Fee Schedule and Code Regulations, please refer to www.helotes-tx.gov.

FEE PAID: \$30 (One Day) , \$100 (Annual)

HEALTH INSPECTORS: Lori Calzoncit / Monty McGuffin

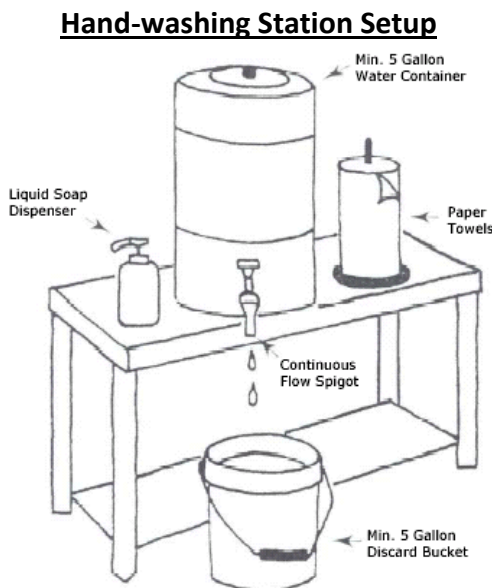
Requirements for Temporary Food Establishments

OPERATIONS:

Food and drink must be dispensed from a roofed concession stand. Charcoal cookers may be placed outside the stand and away from potential overhead contamination. Drink stands dispensing product in sealed containers do not require roofing. Impervious flooring shall be installed if the booth is not placed on concrete, rolled asphalt, or similar surface. Cardboard or carpet is not an acceptable floor covering. All toxic items (i.e. cleaning supplies, lighter fluids, sanitizers, et cetera) should be kept away from food.

Each establishment preparing or serving food, other than drinks, shall have the following items present in the booth:

1. Hand-washing station with running water. See sketch of hand-washing station below. The station shall consist of a clean water container with a spigot filled with potable water and catch basin to hold the wastewater until properly disposed. A push button spigot is not allowed. Provide liquid soap and paper towels for hand-washing.



***Required in Each Food Booth**

2. Provision for sanitizing utensils. Three containers to (1) wash, (2) rinse, and (3) sanitize utensils are required. Two (2) teaspoons of bleach per gallon of water is required in the third container. Food handlers should wash and sanitize all contaminated utensils and food contact surfaces immediately. A small bottle of liquid detergent for utensil washing is required. A container of potable water is required if running water is not available.
3. Facilities to maintain perishable foods. Depending upon the type of food, facilities with temperatures of 41°F or less or 135°F or greater are required, or such foods must be discarded after 3 hours.
4. Ice scoop. Handling ice with bare hands is not allowed. Use an ice scoop.
5. Facilities for trash. Plastic bags or metal / plastic waste receptacles with lids are required.
6. Breather shields (sneeze guards). Breather shields are required if food is to be displayed on a service counter. Self-service items, such as pickles, onions, hot sauce, et cetera shall be stored in containers with flip-top lids or covers.

FOOD SOURCES:

All foods must originate from an approved source and/or a licensed facility or prepared in the temporary booth. An approved source or licensed facility is considered an establishment that is currently under inspection and / or licensed by a health authority. Foods prepared in a private home may NOT be sold or served to the public.

1. Potentially hazardous food prepared in advance in a licensed food establishment and refrigerated must be reheated at a fast rate to 165°F before being placed into steam tables or other devices to maintain a temperature of 135°F. Holding devices, such as steam tables, will not heat a refrigerated product fast enough to inhibit the growth of harmful bacteria. Slow cooking devices (crock pots) are not allowed for reheating foods.
2. Frozen foods must be thawed in a refrigerator or walk-in cooler, or, in some instances, under cold running water. Never thaw frozen turkey, chicken, meat, or other potentially hazardous foods at ambient temperature.
3. Potentially hazardous foods left out at ambient temperature for more than three (3) hours, or foods contaminated by flies, roaches, air, coughing, sneezing, or other means, may cause food borne illnesses due to the fast reproduction of harmful bacteria. Foods found under these conditions must be discarded.
4. All vegetables and fruits must be washed before processing for cooking and making salads, guacamole, pico de gallo, chili sauces, fruit salads, et cetera. A small amount of vinegar will help preserve chili sauces.
5. If shell oysters are used, the tags from the bags or boxes they are packaged in must be kept for ninety (90) days to be able to trace the shipment should an illness, such as hepatitis, develop. Shucked oysters need to be maintained at 41°F or below in the original container.
6. If raw meat and other raw products are handled, it is best to have a designated person who handles raw products only and does not handle cooked and ready-to-eat food items. Persons handling raw products must wash their hands prior to handling cooked and ready-to-eat food items.

SANITATION REQUIREMENTS:

1. Persons working in the booth must wear clean clothes and approved hair restraints to protect the food. Rings and bracelets may not be worn when preparing foods.
2. Food handlers must wear plastic gloves when handling food items to be served to the customer. Food handlers must change plastic gloves if they come in contact with the body or contaminated items in the booth. Plastic gloves should be changed frequently. Food handlers may not eat, drink, or smoke inside the booth.
3. Food handlers may not handle, prepare, or serve food if ill.
4. Direct hand contact with ready-to-eat foods (cheese, lettuce, tomatoes, pickles, bread) is not allowed. Use suitable utensils, food tissues or wrappers, or plastic gloves.
5. Food handlers must wash their hands frequently—especially after eating, drinking, smoking, or using the restroom.
6. The booth must be cleaned, at a minimum, at the end of each day or more frequently, if required, to reduce the attraction of rodents and roaches. After food preparation activities are over, clean up your establishment and place all solid waste in designated receptacles.
7. The water in utensil-washing and hand-washing containers must be changed when it becomes dirty. All waste water must be disposed of in an approved manner, and cannot be dumped on the ground.
8. Store all food products and single-service articles (disposable) at least six (6) inches above the ground.



Helotes Fire Department

12951 Bandera Road ~ Helotes, TX 78023
Phone: 210-695-3572 ~ Fax: 210-695-2699
TEMPORARY FOOD BOOTH REQUIREMENTS

1. Fire Extinguishers:

- One 5 pound multipurpose fire extinguisher (ABC).
- All fire extinguishers shall have a current service tag from a licensed extinguisher company attached or provide proof (receipt) that extinguisher is new upon request.

2. Food Booth Locations:

- Booths used for cooking shall have a minimum clearance of ten (10) feet on two sides.
- Booths shall not impede any exit pathways.
- Booths shall not be placed in fire lanes.
- Booths shall not be located within fifteen (15) feet of amusement rides.

3. Cooking Equipment Location:

- Barbeque pits shall not be located within ten (10) feet of combustible materials.
- Barbeque pits shall not be located under the food booth canopy.

4. Acceptable Cooking Sources:

- Wood
- Charcoal
- Propane
- Natural Gas
- Electricity
- All electrical appliances must be UL® listed or approved for the application of use.

- Open flame cooking must be in an approved, fire resistant container.

5. Propane:

- Propane tanks must be secured to prevent falling.
- Regulators shall be attached to the propane tank.
- Hoses and connections must be listed for LPG use.
- Tanks shall only be white or aluminum in color.
- Only one spare tank allowed in food booth.
- Empty propane tanks are to be removed from the food booth immediately after use.

6. Electrical Safety:

- Do not overload extension cords.
- Do not use multi-outlet adapters.
- Use listed power strips.
- Use caution with electrical power in inclement weather outdoors.
- Use caution with portable lighting.

7. Decorations:

- Keep all ignition sources away from booth decoration.
- Decorative material shall be flame resistant.

*Note: Other requirements may follow upon fire inspection.